

BOARD OF COUNTY COMMISSIONERS

INTER-OFFICE MEMORANDUM

To: Honorable Chairman and Members of the Board of County Commissioners

From: Suzanne H. Schmith
Assistant County Attorney *SHS*

Date: March 19, 2004

Subject: Recommendation for Planning Commission Counsel

This memorandum is to inform you that the members of the RFP Selection Committee for Planning Commission Counsel met on Wednesday, March 17, 2004, conducted interviews of three candidates for Counsel to the Tallahassee-Leon County Planning Commission, and discussed and ranked the applications of four of the five respondents to the RFP.¹ The committee is pleased to recommend the law firm of Rose, Sundstrom & Bentley, P.A., as the best overall candidate for the position.

The committee assigned the following total points to each applicant (out of a possible 100 points) based on the applicable criteria in the RFP:

Rose, Sundstrom & Bentley, LLP – 86
Oertel, Fernandez, Cole & Bryant, P.A. – 72.7
Law Offices of Robert C. Apgar – 69.2
McFarlain & Cassedy, P.A. – 62.6

The total points assigned reflect the average of each committee member's score assigned to the respective applicant. Applications were assigned points based upon the criteria outlined in the attached RFP.

The committee's recommendation will be presented to the Board in an agenda request for approval at the Board's regular meeting of April 13, 2004.

If you have any questions regarding this, please contact the County Attorney's Office.

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Enclosure

¹ At its meeting on February 25, 2004, the Committee voted against further consideration of the application from Terrell K. Arline, a sole practitioner, due to lack of a secondary attorney for the Planning Commission.

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cc: Herbert W.A. Thiele, County Attorney
James English, City Attorney
Parwez Alam, County Administrator
Keith Roberts, Purchasing Director
Members of the Planning Commission RFP Selection Committee